



DEPARTMENT OF THE NAVY

COMMANDING OFFICER
NAVAL AIR STATION
700 AVENGER AVENUE
LEMOORE, CALIFORNIA 93246-5001

NASLEMINST 1746.3G ^{IN REPLY REFER TO:}

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JUN 17 1999

NAS LEMOORE INSTRUCTION 1746.3G

From: Commanding Officer, Naval Air Station, Lemoore

Subj: ALL HANDS CLUB REGULATIONS

Ref: (a) BUPERSINST 1710.13A
(b) NASLEMINST 1601.3M
(c) NASLEMINST 1020.4B

Encl: (1) Club Security Door Guard Procedures
(2) All Hands Rules

1. Purpose. To establish rules and regulations governing the operation of the All Hands Club onboard Naval Air Station (NAS), Lemoore, as prescribed in reference (a).

2. Cancellation. NASLEMINST 1746.3F

3. Policy. The purpose of NAS Lemoore's All Hands Club is to promote and maintain the well being and morale of authorized military personnel and their guests. These facilities shall strive to encourage an atmosphere of respect and dignity for service personnel and their dependents.

a. The All Hands Club shall not exist for financial profit of any person or group or combination of persons, and no individual shall have any financial interest or right in any manner whatsoever in property used, acquired, or held in the operation of the club.

b. The use of All Hands facilities by civilian organizations and associations will conform with procedures as outlined in reference (a).

4. Organization and Responsibilities

a. Command. The Commanding Officer, NAS Lemoore, is responsible for the efficient operation of the All Hands Club.

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c. Club Manager. The Club Manager is directly responsible to the QOL Director for matters relating to the support, administration, technical guidance, and assistance in the operation of the All Hands Club.

d. Bar Supervisor and Operations Assistant. The Bar Supervisor and Operations Assistant will be provided by the Club and will assist the Club Manager in the performance of the duties outlined above and assume operational responsibility in the absence of the Club Manager.

e. Club Security Door Guard. A security door guard will be provided by the Club and will perform the duties outlined in enclosure (1).

f. Command Duty Officer (CDO). The CDO or his representative will inspect the All Hands Club as directed in reference (b) and in addition, will ensure proper securing of the Club within the approved closing hours or direction of the All Hands Night Manager.

g. Medical Requirements. Personnel handling food, beverages, or utensils shall be given a physical examination necessary by Naval Hospital Lemoore. A Naval Hospital representative may inspect as frequently and as practicable the fresh provision, the manner of preparation and serving, and the messing facilities for cleanliness. Appropriate reports and recommendations shall be made by Naval Hospital Lemoore to the Commanding Officer, Naval Air Station, Lemoore, with a copy to the Club Manager.

5. Authorized Patrons. All authorized patrons over 21 years old will have, on one hand a wristband supplied by a club representative for identification purposes. The following personnel are authorized privileges of the All Hands Club and are considered members:

a. All military personnel of the United States and their reserve components on active duty (including active duty for training for 72 hours or more) or on the retired list with pay (including members of the Fleet Reserve and the Fleet Marine Corps Reserve on inactive duty).

b. All personnel of the armed services of foreign nations on active duty or on the retired list with pay.

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c. Unremarried widows of military personnel of the armed services of the United States and their reserve components who died in the line of duty while on active duty or who dies while on the official retired list.

d. Dependents of all personnel listed in paragraphs 5a through 5c who are 18 years of age or older.

e. Honorably discharged veterans of the uniformed services with a 100 percent service-connected disability.

6. Identification. Identification of members shall be made by presentation of the Armed Forces Identification Card or the Uniformed Services Identification and Privilege Card. Members of the reserve component who are on active duty for training will not be required to produce a statement from their commanding officer in addition to the identification showing they are 18 years of age or older.

7. Guests. Authorized patrons may sponsor benefit guests to the Club. A benefit guest is defined as a person whose presence is in response to a specific invitation from an authorized patron for the particular occasion. The patron will assume responsibility for guests at all times and must accompany them within the Club. Guests must be 18 years of age or older to utilize the facilities other than the dining room. Guests under the age of 21 are authorized access to all facilities provided; however, they may not purchase or consume alcoholic beverages. A limit of two guests is established for each patron with the exception of nights designated as open gate evenings. Additional guests may be authorized and sponsored with approval by the Club Manager and NASL Security.

8. Attire. Attire of patrons and guests will conform with reference (c).

9. Hours of Operation. The hours of operation will be posted in the Club. Any deviation from the normal operation hours will require the approval of the Commanding Officer. The closing times published are the actual times for the closing of the Club. Bar services will be secured at posted closing time.

10. Sale of Alcoholic Beverages. Sale of alcoholic beverages within the All Hands Club is restricted as follows:

a. Authorized patrons under 21 years of age may **not** purchase or consume any alcoholic beverages.

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b. Guests under 21 years of age will not be served, furnished, or sold alcoholic beverages in any form.

c. It is illegal to bring into the Club and consume therein, any alcoholic beverages.

d. Any club employee knowingly participating in the unauthorized sale of or serving of alcoholic beverages is subject to disciplinary action.

11. Club Rules. The All Hands Club rules are published in enclosure (3) and will be prominently displayed on bulletin boards within the Club.



L. D. CHILDRESS

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CLUB SECURITY DOOR GUARD

1. A Security Door Guard will be provided the Club and will not consume any alcoholic beverages while on duty. The guard will perform the following duties:

a. Check identification of all patrons and guests at the main entrance doorway.

b. Ensure that patrons or guests do not loiter in the main entrance and lobby areas.

c. Enforce All Hands Club rules and NAS Lemoore directives, and any other Naval regulations that apply (i.e. Naval Uniform Regulations).

d. Maintain order and safeguard the welfare of all patrons and guests on the Club premises.

e. Be under the direct supervision of the Club Manager or Bar Supervisor or Operations Assistant.

f. A wristband will be put on one hand of all authorized patrons with the proper identification stamp for patrons over 21 years of age.

g. Any other duties as needed or directed by the Manager or designated personnel.

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ALL HANDS MESS RULES

1. All patrons and guests will cooperate fully and comply with all requests, orders and instruction from the Club Manager, Bar Supervisor, Operations Assistant, Door Guards, NAS Lemoore Security, Officer Of the Day, and Command Duty Officer.
2. Guests under 21 years of age shall not drink, attempt to drink, possess, be sold, be served, or attempt to obtain in any manner, alcoholic beverages within the All Hands Club. Proof of age will be required of all persons entering the Club.
3. Fighting, gambling, vandalism, and the use of profane or obscene language will not be tolerated within the Club.
4. There will be no loitering in the main lobby, heads, or passageways.
5. It is illegal to bring into the Club any food or alcoholic beverage.
6. It is illegal to remove any open containers of any alcoholic beverage from the Club.
7. Dungarees/working uniforms will be authorized Sunday through Saturday until 1900. Civilian clothes, as defined in Naval Uniform Regulations, are appropriate during all open hours. Active duty personnel shall adhere to all pertinent instructions and regulations.
8. Patrons and guests shall not ask Club employees to perform services outside the scope of their assigned duties, nor shall patrons and guests reprimand or be disrespectful toward employees. Any improprieties of employees shall be immediately reported to the Club Manager, Bar Supervisor or Operations Assistant.
9. Any complaint or problem shall be directed immediately to the Club Manager, Bar Supervisor or Operations Assistant.
10. Pets are not permitted within the Club.
11. All patrons will be 18 years or older to utilize the Club other than the cafe.
12. Patio Area
 - a. Glass will not be allowed on the patio at any time.

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b. All trash, cigarette butts, etc. will be placed in trash receptacles.

c. Running or horseplay will not be permitted on the patio.

d. Parents, guardians, and babysitters will not leave their charges unattended within the Club.

e. Organized private parties or club entertainment may be permitted with the approval of the Club Manager.